

CITY OF DALY CITY

Regular Meeting - LIBRARY BOARD OF TRUSTEES

AGENDA

Tuesday, September 21, 2021 - 6:00 PM

Visit Daly City's virtual meeting website to register to attend the virtual meeting via Zoom, watch the livestream of the meeting and view the agenda: <https://bit.ly/dalycitysept21>

COVID-19 ANNOUNCEMENT - PUBLIC MEETINGS

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Daly City Library Board and staff will participate in this meeting via a teleconference. Members of the public are encouraged to watch the meeting via Livestream (Library Board Meeting Livestream) at <https://bit.ly/dalycitysept21>.

Public Participation:

There are two ways to submit public comment: (1) send written comments by 3:00 pm on meeting day and (2) register to speak at the meeting via Zoom.

To submit a comment in writing, please email libraryboard@dalycity.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 3:00 pm will be emailed to the Library Board members and included as an "Add to Packet" on the City's website prior to the meeting. Those comments received after 3:00 pm will be added to the record and shared with the Library Board members for the public meeting. Comments are not read aloud into the record.

To speak at the meeting, you must register to join via Zoom. The City requests that you complete your registration by 3:00 pm on the meeting date. After registering, you will receive a confirmation email containing instructions on how to join the meeting, including a unique link. Your address and email will not be disclosed to the public. Public comment is limited to two minutes maximum.

To register to speak at the meeting via Zoom, visit <https://bit.ly/sept21zoomreg>. You must familiarize yourself with Zoom prior to joining the meeting. When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. The City will not be providing technical support.

If you do not wish to speak, the City requests that you watch the livestream of the meeting on the City's virtual meeting website at <https://bit.ly/dalycitysept21>.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078 as soon as possible.

AVAILABILITY OF PUBLIC RECORDS:

All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

1. Regular Meeting of July 20, 2021

PRESENTATIONS:

DIRECTOR'S REPORT

2. Recommendation to eliminate overdue fines
3. Proposed changes to Behavior Policy

TRUSTEES' REPORT

4. Board vacancies
5. Report from the Daly City Public Library Associates (DCPLA)

ANNOUNCEMENTS AND COMMUNICATIONS

AGENDA BUILDING FOR NEXT MEETING

PUBLIC COMMENT

Speakers are limited to two minutes, unless modified by the Library Board President. The Board cannot take action on any matter raised under this item.

ADJOURNMENT

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY VIRTUAL MEETING
MINUTES – JULY 20, 2021

The meeting was called to order by Acting/Vice President Theresa Faapuaa.

ROLL CALL

Trustees Present:

Trustee Lauren Daus, Trustee Justine Santos, Acting/Vice President Theresa Faapuaa,

Trustees Absent:

Daly City Public Library Associates: Victoria Magbilang

Staff Present: Assistant City Manager Stephen Stolte, Librarian III Cole Johnson, Librarian II Sarah Spence

APPROVAL OF AGENDA

Motion made by Acting/Vice President Faapuaa to approve the agenda for July 20, 2021. First by Trustee Santos and Second by Trustee Daus. The motion carried unanimously.

APPROVAL OF MINUTES

Motion made by Acting/Vice President Faapuaa to approve the minutes for May 18, 2021. First by Trustee Santos and seconded by Trustee Daus. The motion carried unanimously.

DIRECTOR’S REPORT: Librarian III Cole Johnson introduced Librarian II Sarah Spence who presented a PowerPoint presentation on the Summer Learning 2021 program. The program started June 1, 2021 & runs through August 31, 2021. The program was promoted at all Daly City public schools in the spring by distributing books and reading logs. The Libraries also partnered with Recreation at “POP_UP REC”, “Cold Summer Nights”, and the Gellert Park Ribbon Cutting to promote the Summer Reading Program. Partnerships that the Library participated in are: “Rec ‘n Reading,” Daly Fun Collaborations, including Garden Kits and a Magic Show, and the Big Lift – a five-week program held at Susan B. Anthony & Thomas Edison for rising K-3rd graders. Books bought with money from a grant from the Pacific Library Partnership were passed out. Virtual programs that are being offered are weekly Storytimes, weekly Rec ‘n Reading videos, Drag Storytime (postponed), and monthly bilingual Storytimes (Tagalog and Spanish).

Librarian III Cole Johnson presented a PowerPoint presentation on Public Library Policies. Policies that are recommended for elimination or consolidation are the Computer Use Policy and Internet Use Policy, Exhibit & Display Policy and Public Posting Policy, and the Uniting & Strengthening American Patriots Act Policy. Policies slated to be reviewed by the CREI team are the Behavior Policy, Fines & Fees Policy, Materials Selection Policy, and the Unattended Child Policy. Statements and policies affirming library values are the Library Bill of Rights, Freedom to Read, and Right to Privacy. Policies that have been recently updated/current are the 3D Printer

Policy, Emergency Closure Policy, Library Card policy and the Public Use of the Library Community Meeting Room.

Trustee's Report: Acting/Vice President Theresa Faapuaa asked what the results of the survey were. Librarian III Cole Johnson reported that they received 9 responses, all very positive. Most were glad to be back in person, like that they have a space to study, read the newspapers and they feel comfortable with the amount of space available. They like that masks are required, they feel safe. Some want the curbside pickup to continue, people like the Virtual Storytimes and Trivia Nights.

DCPLA: Spokesperson Victoria Magbilang stated that at the July 26, 2021 City Council meeting, a \$3,500 grant from the Danford Fisher Hanning Foundation will be presented to the Library for Summer Learning Programs.

COMMUNICATIONS/ANNOUNCEMENTS: Acting/Vice President Theresa Faapuaa announced that there are 3 events coming up: October 18, 2021 - Bayshore's 2nd annual block party, August 3, 2021 - National Night Out, and August 7, 2021 - Bayshore's Backpack Drive. She would love to have the libraries have informational tables at these events to spark interest in reading, get more surveys filled out, and inspire people to fill the two empty seats on the Board. Librarian II Sarah Spence was acknowledged at Peninsula Family Services 87 Child Development Center for reading to the children. There will be no Board meeting in August; the next meeting will be in September. The City reopening is targeted for after Labor Day, but that may change due to the Delta Variant and how it's impacting operations.

AGENDA BUILDING: The Board will revisit Library Policies and reconsider the elimination of fees pending on the City Council meeting. Need to figure out how to fill the 2 empty Board seats.

PUBLIC COMMENT: None

ADJOURNMENT: The meeting was adjourned at 7:03PM by Acting/Vice President Theresa Faapuaa.

**Next Meeting:
September 21, 2021
Daly City Virtual Meeting**